

PAC Minutes 3 May 2013

1:00 pm est

Attending:

Alana Mesenbrink, NWS

Allen Gwinn, NAD

Jamie Gyolai, MVD

Heather Burke, HQUSACE

Chris Rapenchuk, LRD

Joel, Miller, SPN

Miriam Fleming, SAM

Debbie Chenoweth, CENERF

Titus Hardiman, SWD

Corrections and Approval of the March Minutes- Accepted and will be posted on the NRM Gateway.

1. Prospect Courses Review

A. Class Ft. Worth Class – 19 Students

1. Overview and Lessons Learned Follow up:

- a. Send reminder message that Prospect Classes are no longer providing printed material and you must download the material before the class.
- b. Test Question errors continue. Need to improve quality control.
- c. Wi-Fi access was not an issue as expected.
- d. Combine Ethics and Contribution Sessions.
- e. Move Gateway session to the beginning of the class.

2. Housekeeping

1. All excess funds have been returned.

B. Nashville Class last week in October

1. PAC Instructor Heather, Alana, Miriam, and Allen. If funding is available Chris R. may attend also.
2. Heather has already blocked hotel rooms for the instructors.
3. Based on the comments from the Ft. Worth Class Heather will be blocking hotel rooms for the students. **Action Officer Heather**
4. The Foundation will contact a local member to present- Avis Kennedy was recommended by **Debbie – Action Officer - Debbie**
5. Revised material for the class is due in Huntsville by 1 September 2013.

C. FY 2014 Course Location

- a. The Atlanta class will be the week of 20 Jan 2014, 27 January 2014, or 3 February.
- b. Heather will check on availability for class space with Scott or Ryan. **Action Officer-**

**Heather/Miriam**

2. CNREF Update – Debbie

A. Guest Donation Program concept was discussed two years ago within the Foundation and progress is pending. .

B. Our Lands and Waters (OLWF) and Foundation met with Tom Burrell to discuss partnering.

C. The contract proposal with CABRA is to improve the website and write grants for funding a future staff person.

3. Oh Ranger- On hold until the USACE Wi-Fi Policy is released, but HQ is meeting on 8 May to discuss the policy.

4. Excellence in Partnership Award

A. Certificates have been distributed to each MSC. If you have presentation photos please send them to Heather. Pending are photos from NAD, SAD, LRD, SPD. Please work with your respective projects to secure copies for Heather. **Action Officers Chris, Allen, Miriam, Joel**

5. APPL

A. The 2014 APPL will be in Albuquerque New Mexico 23-27 February 2014

6. PAC Funds –Chris R.

A. PAC Balance \$ 26,378.49 .

B. An additional \$5,000.00 was requested from HQ to bring the FY13 PAC funding total to \$35,000.00

C. Please notify your financial POC to return excess funds once your travel voucher is approved and notify Chris R of the amounts. **Action Officers, Alana**

7. Public NRM Gateway -Update

A. ACE-IT Concept Film- Script 1 was sent to Ginny for posting on the Public Gateway Site

B. ACE-IT is forwarding Chris a high resolution copy for YouTube posting and to add to the DVIDS system (Defense Video & Imagery Distribution System) **Action Officer-Chris**

8. Quarterly Talking Points Report - Jamie prepared talking points as a foundation for your discussions and distributed to the PAC. Please consider adding your Division Water Safety POC to your call list.

A. Joel – planned for March. Pending

Titus – planned for March. Pending

Miriam- Planned for 1&2 week in April. Pending

Chris - Planned for 1&2 week in April. Pending

9. Handshake Update

A. A total of 7 of the 2013 Handshakes have been funded to date. Allen will send reminder in May.

**Action Officer Allen.**

B. Final Reports Status – Two received for 2012 and two received for 2011. The two remaining reports from 2010 are expected in May/June and Allen is tracking and sending reminders to respective projects.

C. Handshake Webinar dates are 9 July and 10 September. Action Officer Allen

10. Strategy for the Development of a Partnership Handbook.

A. Joint Prospect Instructor/PAC team business meeting request submitted to HQ for approval.

B. Travel will be Monday, July 15 and Friday July 19 with 3 days for the meeting.

C. Hotel Reservations - Embassy Suites Sacramento Riverfront Promenade, 100 Capitol Mall, Sacramento. 1-916-326-5000

<http://embassysuites3.hilton.com/en/hotels/california/embassy-suites-sacramento-riverfront-promenade-SACESES/index.html>

1, You'll need to provide your credit card and government ID on check in and reference the reservation # assigned below:

# 83089155 will have me, Miriam, Allen, and Jamie

# 84138403 will have Titus, Alana, Joel, and Chris

D. ACE-IT ticket for filming on either July 17 or 18 has submitted by Heather, with a site visit on the 18th depending on weather conditions. There is a riverfront park in downtown Sacramento which might be a good location for one interview, and then we can either go to New Hogan or Stanislaus to film a few more interviews.

11. Volunteer Webinar – send comments to Heather.

12. OMBIL - Recording volunteer hours for youth corps/SCA in OMBIL

A. There is no consistency among other Federal Agencies – Decision is to include them as volunteer hours unless they are providing a benefit that exceeds the national minimum wage rate set by the Fair Labor Standards Act. Heather will add a definition to Ombil. **Action Officer- Heather**

13. Partnership Systems Update

A. Concept - What systems do partnership impact and how are impacts accounted for or credited towards the projects in Rec-Status or other systems/activities? Will be added to the October Charter Meeting

14. CJM

A. Definitions for OMBIL

1. Delete "Value of Sales" data field.

2. Add a data field to capture number of project site areas under CJM

3. New definition for "Funds Invested" to clarify inclusion of funds reinvested From bookstore sales and user fees, as well as other funding sources invested in the parks for improvements or programs, but not for contracts.

4. New data field to collect cost savings associated with contracts, services, and utilities that the Corps no longer has to pay for.

B. CJM Gateway Page - Page developed by Heather is being released to Ginny.

C. CJM webinar date is June 25. **Action Officers Allen and Titus**

15. Fall meeting dates/location

A. Dates 7-11 October in the New England Area.

B. The partnership questionnaire will be sent out after the July Meeting prior to our visit to the selected participants.

C. Agenda will need to be developed in the future.

16. New Business

A. Legends Award will be presented on 5 June and Beacons Award will be awarded on 3 June.

B. Heather will submit the names of the recipients to Chris R to process their Travel MIPRS. Coordinate with Joe Custer in HQ. **Action Officer Chris R.**

17. Next Call: 31 May 2013 at 2:00 est.

#### Action Items

Chris R. Post March Minutes

Heather – Block hotel rooms for the students in Nashville.

Debbie - Foundation instructor for the Nashville Class- Avis Kennedy was recommended.

Heather -will check on availability for class space in the Atlanta Office with Scott or Ryan

Chris Allen, Miriam and Joel - Pending are photos from NAD, SAD, LRD, and SPD. Please work with your respective projects to secure copies for Heather.

Allen - A total of 7 of the 2013 Handshakes have been funded to date. Allen will send reminder in May.

Heather - OMBIL – Definition of Recording volunteers hours for youth corps/SCA in OMBIL

Allen and Titus - CJM webinar date is June 25.

Heather will submit the names of the recipients to Chris R to process there Travel MIPS coordination with Joe Custard in HQ.

Chris R. processes the above MIPRS.